



***The City of
Long Beach
Is Seeking A
City Manager***

UNIQUE OPPORTUNITY

**This is an extraordinary opportunity to lead
a major urban city through a critical
period of transition.**

THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California (population 461,000) is frequently described as a series of strong, diverse interwoven smaller communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, West Coast Hockey League's Ice Dogs, the annual Toyota Grand Prix of Long Beach plus an elaborate array of other attractions serve to draw over 4 million visitors a year. The City is also home to California State University Long Beach and Long Beach City College.

While it offers all the amenities of a large metropolis, many say Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its growth. As the fifth largest city in California, Long Beach has been referred to as the "most diverse city" in the country by *USA Today*. Priding itself on the depth of its integrated ethnic diversity, the City is home to the largest Cambodian population outside of Cambodia. The majority of residents are evenly represented by Hispanic, Caucasian, and African American populations.

The Port of Long Beach is the busiest on the west coast, handling the greatest amount of cargo tonnage making it the nation's largest container port. Within the coming months, Long Beach will also become a popular port for cruise ships. The City also has its own full service airport. It is rapidly becoming a favored travel-friendly alternative to other Los

Angeles/Orange County airports by offering preferred flight schedules, carriers, and overall accessibility. In addition, Los Angeles' rail transit system, the Metro Blue Line, has numerous stops within the City and throughout the region.



Covering approximately 50 square miles, Long Beach is supported by a wide mix of industries with education, health and social services, manufacturing, retail trade, and professional services comprising the highest representation. Known for its livable and desirable neighborhoods, the City consists of more than 163,000 households and over 32 percent of the population is under the age of 20. The median family income is just over \$40,000, however, nearly 25 percent of families earn more than \$75,000 per year.

CITY GOVERNMENT

Long Beach is a full-service Charter City governed by nine City Council members who are elected by district. The Mayor is elected at-large. Elected officials are subject to a two-term limit, which allows them to serve for a maximum of eight years. Mayor Beverly O'Neill is Long Beach's only three-term citywide elected mayor. Last November, she was re-elected to an unprecedented third term as a write-in candidate. The City Attorney, City Auditor, and City Prosecutor are also elected positions. The municipality is supported by a

budget of approximately \$1.8 billion and 5,500 employees. City employees are represented by nine bargaining units.

In addition to all traditional municipal services, the organization also includes the enterprise operations of the airport and the port, as well as its own Health and Human Services, Water, Gas and Oil Properties Departments. The City Council is assisted by various commissions. Commissioners are nominated by the Mayor and approved by the City Council. The Civil Service Commission, Board of Water Commissioners, and Board of Harbor Commissioners oversee operations of their respective areas.

CURRENT ISSUES AND PRIORITIES

As a prelude to this recruitment, the City actively solicited input from a variety of stakeholders including the Mayor and Council, the community, and executive staff. Consistently these stakeholders emphasized the following:

Council/Manager Relationship – The new City Manager will be expected to quickly develop a strong relationship with the Mayor and City Council that is based on a partnership philosophy, mutual respect, trust, open communications and equal treatment to all members. The City Manager will also be expected to be actively involved in the policy development process by bringing creative ideas to the Council, and when necessary, squarely confronting difficult issues with creativity and optimism.

Community Relations – Long Beach has a tradition of community engagement involving a diverse range of stakeholders. The City Manager will be expected to assist the Council as well as participate in the active engagement of the community. At the same time, the City Manager will be expected to articulate the Council's goals and vision, while helping to

attract stakeholder involvement. There is a particular interest that the City proactively builds on the community's diversity.

Organizational Leadership – Long Beach is a large, complex municipal corporation providing a full-range of services to a diverse, growing community. The organization requires an assertive, engaging, and progressive style of leadership that emphasizes results, accountability, and innovation.

Budget – As the State strives to absorb the impact of a \$36 billion deficit, all California municipalities are preparing for the inevitable ramifications at the local level. Over the past few years, Long Beach has endured significant budget deficits resulting from a combination of a dramatic downsizing in the aerospace industry, closure of naval facilities, reductions in the utility users tax, and significant expenditures associated with post-September 11th homeland security efforts. The City is forecasting a \$46.2 million deficit for FY2003-04 and is implementing an aggressive strategy for addressing the situation as the City's top priority. After soliciting community feedback on priorities and cost cutting options, the Mayor's Budget Advisory Committee worked closely with staff to develop comprehensive strategies for balancing the budget both in the short and long term.

Public Safety – Like most large cities across the country, Long Beach enjoyed a consistent trend of declining crime from 1994-2001, however there are initial signs of that trend reversing. In addition, the multi-faceted demands associated with homeland security activities will also consume substantial attention and resources.

Economic Development – While the City currently enjoys a relatively diverse economy, strengthening its position in multiple markets will ensure that Long Beach continues to build economic stability. The City Manager will be expected to be proactive about

pursuing opportunities that will position Long Beach as an attractive and welcoming environment for economic stability and prosperity. Priorities include a continuing commitment to a vital downtown, neighborhood revitalization, and expansion of City's economic base.



Regional Issues – As the fifth largest City in the State, Long Beach is an influential leader and advocate on regional issues. Key issues include air quality, transportation, water, tourism, and homeland security among others. Therefore, the City Manager needs to forge with the Mayor and Council, an effective intergovernmental relations program that recognizes the City's role as a regional and statewide leader.

THE IDEAL CANDIDATE

The new City Manager will assume responsibility for one of California's most admired cities with a tradition of quality public service, innovative solutions to City problems, and a track record of accomplishment. These traditions in addition to the issues and priorities that have been identified, call for an experienced and talented public sector executive. Specific qualifications are as follows:

Experience and Education

The ideal candidate will be an experienced chief executive or high-level assistant/deputy with experience working in a medium to large local government entity. Successful candidates will have an extensive history of success as a leader and manager which demonstrates a high

level of competency, innovation and capability, coupled with an uncompromising record of integrity.

In addition to the above, a bachelor's degree in a relevant field is required; a master's degree in public or business administration is highly desirable.

Leadership Characteristics

- Visionary and inspiring leader with a commitment to serving diverse, complex, urban communities.
- A professional who is interested in a strong cooperative working relationship with the Mayor and City Council and who is willing to take risks.
- A people-oriented leader who willingly engages staff and the community.
- Displays an evident passion for good government and quality public services.
- An experienced professional who is extremely action and results-oriented.
- Has the ability to establish credibility and trust skillfully and quickly among stakeholders and deal effectively with controversy.
- Exhibits sensitivity to community/neighborhood concerns.
- Demonstrates the ability and desire to work with diverse groups of stakeholders.
- Reflects a history of attracting, hiring, and developing talented staff.
- Has the ability to make tough decisions in a timely manner.
- Exercises a fair and equitable approach in dealing with City Council, staff, and citizens.
- Someone who will develop a strong identification with the community, its citizenry, and its unique characteristics.

Competencies and Personal Attributes

In addition to the experience, education, and leadership skills described above, the personal characteristics of the ideal candidate consist of the following:

- A well-rounded executive with a breadth of expertise in all areas of municipal government (e.g. finance, economic development, public safety, planning, public works, utilities, enterprise operations).
- An effective communicator, listener, negotiator, and consensus builder. Is personable, outgoing, and naturally engaging.
- Culturally sensitive with a deep appreciation for diversity.
- A confident and courageous professional who displays sound judgment and strong character and uncompromising integrity.
- Displays a sincere interest in helping leaders/decision makers in facilitating constructive community engagement. Takes action once decisions are made.
- Is energized by large scale challenges, opportunities, and accomplishments.
- A gifted consensus and team builder. Committed to developing staff to their greatest potential.
- Resilient and calm under pressure. Displays a good sense of humor.
- Politically astute, while remaining apolitical.

COMPENSATION AND BENEFITS

The salary for the City Manager will be negotiated with the Mayor and City Council.

Benefits

Vacation - 12 days after 1 year of service; 15 days after 4 years 6 months; 20 days after 19 years 6 months of service.

Sick Leave - 1 day earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums.



Holidays - 9 designated holidays per year, plus 4 personal holidays to be used at the employee's discretion.

Executive Leave - 5 days per year.

Bereavement Leave - 3 days for death or critical illness of family member, plus 3 days of accrued sick leave, if needed.

Health Insurance - Several plans are available: One HMO, two indemnity plan options and a point-of-service (POS) plan. The City pays all or part of the premium for employee and dependents depending on the health/dental plan selected.

Dental Insurance - Two dental plans are available for employees and dependents.

In-Hospital Indemnity - City-paid in-hospital indemnity plan for in-patient hospital stay.

Life Insurance - City-paid term life insurance policy of \$50,000, plus universal life insurance benefit equal to three times annual salary to a maximum of \$270,000.

Disability - City-paid short-term and long-term disability insurance.

Management Physical - Annual City-paid physical examination.

Retirement - State of California Public Employee's Retirement System (PERS), coordinated with Social Security. City pays 100% of employee contribution to PERS.

Deferred Compensation - Available through three plan providers.

Auto Allowance - \$450 per month.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

The final filing date is **Friday, February 28, 2003**. To be considered, please submit a cover letter, list of three work-related references (who will not be contacted in the early stages of the recruitment), indication of current salary, and a resume that reflects size (staff, budget) and scope of current/most recent organization and responsibilities. For additional information regarding this opportunity, contact:



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Following the filing deadline, candidates with the most relevant qualifications will be given interviews by the consultants in March. Those individuals determined to be best suited for the City of Long Beach will be interviewed by the City Council the following month with an appointment anticipated in late April, upon the completion of reference and background checks.

The City of Long Beach is an Affirmative Action/Equal Opportunity Employer and values diversity at all levels of the organization.